

**ADULT EDUCATION PROGRAM
APPENDIX B SAMPLE TIMESHEET
for Co-Funded Positions**

PY 2010/2011

EMPLOYEE NAME:

PAY PERIOD ENDING:

PAY PERIOD NUMBER:

	Week of: October 8, 2010						Week of: October 15, 2010						PP	YTD	YTD Percent Per
PROGRAM	10 M	11 T	12 W	13 TH	14 F		17 M	18 T	19 W	20 TH	21 F		TOTAL	TOTAL	Activity
Federal Grant (est. @ 50%)	4.0	3.0	4.0	4.0	4.0		4.0	4.0	4.0	4.0	4.0		39.0	79.0	49%
Sec. 107 State Funds (est. @ 50%)	4.0	5.0	4.0	4.0	4.0		4.0	4.0	4.0	4.0	4.0		41.0	81.0	51%
Subtotal	8.0	8.0	8.0	8.0	8.0		8.0	8.0	8.0	8.0	8.0		80.0	160.0	100%
Annual Leave													0.0	0.0	
Sick Leave													0.0	0.0	
School Leave													0.0	0.0	
Other													0.0	0.0	
Holiday													0.0	0.0	
Subtotal	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0	0.0	0.0		0.0	0.0	
TOTAL	8.0	8.0	8.0	8.0	8.0		8.0	8.0	8.0	8.0	8.0		80.0	160.0	

EMPLOYEE'S SIGNATURE

SUPERVISOR'S SIGNATURE